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Agency Blast

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Announcements



Alternate TEFAP Intake form now available.

Texas Department of Agriculture (TDA) has released an alternate TEFAP intake form that may be used at the discretion of agencies. This form may allow for

more efficient processing of applicants in certain scenarios (ie. drive through distribution). Site staff will record each household's eligibility/ineligibility with a check mark, and applicants must sign immediately under their name.

Reminder: The TEFAP signature waiver will expire on March 31, 2022. When using the Alternate TEFAP Intake form, agencies must take steps to ensure that neighbors' personal information remains protected and out of view of other individuals. Agencies may use the Regular TEFAP Intake form instead of the Alternate TEFAP Intake form if that is their preference.

Important Intake Document Links:

- Temporary TEFAP Intake Form and Sign In Sheet (Expires 3/31/22)
- Temporary TEFAP Intake Form [Instruction](#)
- Regular TEFAP Intake Form ([English](#)/[Spanish](#))
- Regular Client [Sign In Sheet](#)
- Alternate TEFAP [Intake Form](#)
- TEFAP Intake [FAQs](#)

Please be sure to determine eligibility based on categorical and/or income first. If the participant does not qualify from those two, please utilize the household crisis option and document the reason: lost job, furloughed/laid off, etc. All information is self-declared by the participant and documentation to determine eligibility is never required.

As reminder, all partners must publicly post and/or share the [Participants Rights and Responsibilities](#) with participants during the intake process. All staff & volunteers collecting participant information must have a current Civil Rights Training on file with CTFB. You can find a link to this important training [here](#).

If you have any questions regarding the intake process or TEFAP eligibility, please reach out to your CTFB relationship manager or call the AR Hotline 512-684-2503.

Emergency Food Box Availability

CTFB has a good supply of emergency food boxes available for Partners to order on the shopping list to help support your food distributions. The boxes on the shopping list are currently at a 250 max capacity per order with \$5 handling fees per box. **Effective March 1**, the Food Bank will be offering these emergency food boxes with **\$0 handling fees** and **no capacity limits**.

Specifics about these boxes:

Available Now: Item# DBOX2021-1.

Brief description: Box with dimensions of 17"x12"x8" and contains* non-perishable food items that includes pasta and pasta sauce, dry rice and pinto beans, canned vegetables and fruit, oats, canned entrees (chili, soup, or spaghetti-O's) and chicken, and shelf-stable milk.

Coming soon: Item# DBOX2022-1A

Brief description: Box with dimensions of 12"x12"x9.5" and contains* non-perishable food items that includes pasta and pasta sauce, dry rice and pinto beans, various canned vegetables and fruit, oats, canned entrees (chili, soup, or spaghetti-O's) and tuna, bag cereal, apple sauce, and shelf-stable milk.

*items subject to change based on availability

If you have any questions, please connect with your relationship manager or email the Agency Relations inbox agencies@centraltexasfoodbank.org.

Coming Soon: Food Hub Containers



CTFB would like to encourage Partner Agencies to source various types of food including fresh, healthy produce through our highly anticipated Food Hub Container System, coming soon. This system offers the opportunity for Partner Agencies to directly receive food from your local food container hub and distribute at your agency. Additionally, the food picked up is separate from your order from the Food Bank and coordinated directly with your nearest hub, which makes for a convenient quick trip, with no handling fees, flexible pick-up times, and accompanied by a mix of food items including produce. The Food Hub Container System will have two locations, **Marble Falls** and **Belton**. To schedule a pick up time with either host, please sign the agreement

agencies@centraltexasfoodbank.org.

Locations of containers:

Marble Falls

Hosted by Helping Center of Marble Falls

1016 Broadway, Marble Falls, TX 78654

Agency Contact: Sam Pearce

830-693-5689 Office

830-385-4315 Cell

Belton

Hosted by Helping Hands Ministries of Belton

2210 Holland Rd, Belton, TX 76513

Agency Contact: Bekah Prince

254-939-7355

Office 817-319-7970 Cell

Contact the Team

512.684.2503 | agencies@centraltexasfoodbank.org

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